

CONDITIONAL USE APPLICATION

Application No. _____

Purpose:

Pursuant to Section 5.3 and the Act [§4407(6)], conditional use review shall apply to all conditional uses as designated in Article 2 or as otherwise specified under Article 3 or Article 4. The Development Review Board shall act to approve, approve with conditions, or disapprove any application for conditional use review within 60 days after the date of the final public hearing and shall issue a written decision to include findings, any conditions and provisions for appeal. In approving a project with conditions, the Board may require specific modifications to the scale, layout and/or design of the project or place restrictions on its operation and/or intensity to ensure compliance.

General Project Description:

Name of Applicant(s) _____

Location of Property _____

Size of lot _____ acres Size of proposed new structure _____ sq. ft.

Size of existing structure _____ sq. ft. Height of proposed structure _____ ft.

(Indicate total sq. footage)

Current use _____

Proposed use _____

Description of appearance of proposed structures (i.e. height, size, dimensions):

Existing feature of the site including wetlands, views, exposure, tree line, rivers/streams/ponds, ledge outcroppings, power lines, right-of-ways, etc.:

Affect on Capacity of Existing or Planned Community Facilities:

What affect will this proposed project have on the following community services?

Fire:

Police:

Ambulance:

Schools:

Electric Power:

Water:

Sewer:

Does the capacity exist to meet all of the project needs? _____ yes _____ no

Character of the area

Land uses on properties adjacent to the site: (Indicate land uses on development plan)

north _____

south _____

east _____

west _____

Zoning District where property is located _____

Describe your regular hours of operation:

Days: _____ Hours: _____

Number of employees (including owners & part-time)

Full-time Part-time

At the time of application _____

Number of shifts: _____ Number of employees per shift _____

Will your operations emit objectionable noise; vibration; smoke, dust, odor or other form of air pollution; heat, cold, dampness, mist, fog, precipitation, or condensation; electromagnetic or other disturbance; glare, light or reflection; liquid or solid refuse or wastes; undue fire, safety, explosive or other hazard? (Refer to Section 4.10 of the Windsor Zoning Regulations)

Are any regulated or hazardous materials used in the business?

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Traffic on Roads and Highways in the Vicinity; Bicycle & Pedestrian Access:

Describe the number and location of entrances to and exits from the property including those that currently exist and those proposed. Include access for pedestrian and bicycle traffic.

Number of access points _____

What town or state highways does the site access? _____

Distance to nearest intersection _____

At what angle do proposed accesses meet any right-of-way? _____ degrees

What is the site distance in each direction for vehicle leaving the site?

_____ ft. to left _____ ft. to right

Width of access(es) _____ ft. Surface type _____

Are there easements required to ensure access? _____ yes _____ no

Describe: _____

Describe current and proposed pedestrian/bicycle access. Will the project be designed to connect to existing or planned paths and/or sidewalks?

Will project increase traffic? _____ yes _____ no

If so, describe to the best of your ability, where and how much?

Describe existing traffic problems in the area surrounding the project:

Are there improvements proposed to existing accesses or intersections as part of this project? _____ yes _____ no

If so, describe:

Traffic Circulation and Loading Facilities:

Describe the location, surface type and dimensions of proposed internal roadways, and walkways for the project:

Describe the way in which vehicle, bicycle and pedestrian traffic will flow through the site:

How will the proposed traffic flow be achieved? (Describe pavement markings, signs, landscaping and other methods which will be used to direct traffic through the site and ensure safety for pedestrians.)

Describe the location of loading docks and service entrances. How will traffic delivery vehicles be incorporated with the customer/pedestrian traffic on the site?

What do you anticipate will be your truck/service vehicle traffic now and in the future? Describe the type of vehicles, frequency of their arrivals and departures. Include waste disposal trucks, UPS, etc.

What provision will be made for snow removal and/or storage?

Other comments/notes regarding traffic circulation:

Bylaws in Effect:

Does the proposed project meet the minimum lot size for the district?

Does the proposed project meet the requirements for distance from adjacent or nearby uses?

Is the proposed project listed as a conditional use in the district?

Will there be a sign?

What is the size, location or design of any requested signs?

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Renewable Energy Resources:

Describe the HVAC system to be used in the proposed project:

What energy conservation measures will be utilized in the proposed project?

Will there be any utilization of energy from renewable energy resources? (i.e., collected or converted from direct sunlight, wind, running water, organically derived fuels including wood, agricultural sources, waste materials, waste heat and geothermal sources)

Will there be any adverse impact on the utilization of renewable energy resources?

Parking:

Estimate your project's need for parking by describing the number of employees and their schedules, customer needs and schedules, and area needed to parking delivery vehicles, etc. Include any circumstances which might affect the number of spaces required such as proximity to municipal parking, scheduling of employee shifts or business hours, type of business traffic expected, arrangements for shared parking with other businesses.

Proposed spaces:

____ Employees ____ Public ____ Handicapped ____ Other ____ TOTAL

Total area to be devoted to parking: _____ sq. ft.

Size of spaces:

Location of spaces:

Surfacing of parking areas:

How will parking be controlled to ensure safe traffic circulation and emergency vehicle access?

What landscaping is proposed to screen parking areas from adjoining uses and break up large areas of paving?

Other comments/notes on parking:

Landscaping and Screening:

Briefly describe the appearance of any proposed structures - height, size elevation, color, surface texture - and discuss how new construction will fit within the context of the site and land uses on adjoining properties.

Describe your proposed landscaping plan including existing vegetation, topography, and natural features of the site.

If you propose changes in topography, describe the changes including current and final elevations.

Other comments/notes on landscaping/screening:

Stormwater and Drainage:

Describe existing storm water drainage pattern for the project site and adjoining properties.

What will be the estimated increase in runoff from project construction?

How will this increase in runoff be handled?

Describe specific measures to be used in controlling erosion on the site, both during and after construction.

Lighting:

Describe the number, type, height, and positioning of lighting fixtures to be used.

When will lights be on? When will they be turned off?

Will fixtures direct light onto adjacent properties, roads or public waters?

Outdoor Storage and Display:

Will trash storage/dumpster be located outside the building? (if yes, describe)

Will there be any outside storage of materials? (if yes, describe)

Will there be any outside storage of equipment? (if yes, describe)

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Will there be outside storage of business vehicles? (if yes, describe how many and where)

Describe any screening of outside storage

Other comments/notes regarding conditional use: